

# State of Connecticut JOB POSTING

## DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES SOUTHEASTERN MENTAL HEALTH AUTHORITY JOB OPPORTUNITY

### CLINICAL SOCIAL WORKER ASSOCIATE – (ACT) ASSERTIVE COMMUNITY TREATMENT

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** Public  
**Location:** 401 W. Thames Street, Bldg. 301, Norwich, CT  
**Program/Unit:** Assertive Community Treatment  
**Job Posting No:** SM104736  
**Shift/Schedule/Hours:** 1<sup>st</sup> shift, Monday – Friday, 8:00 a.m. – 3:30 p.m. (full-time, 35 hours)  
**Salary:** \$61,294 to \$82,663 (Annually)  
**Closing Date:** May 13, 2013

**Duties may include but not limited to:** As a leader of a fast paced multidisciplinary team, the Clinical Social Worker Associate provides direct administrative and clinical oversight to the ACT team; Oversees education of staff to ACT fidelity model and oversees development/implementation of goal planning and skill-development services; Identifies necessary program improvements and monitors staff responses to client crisis and ongoing service needs; Facilitates collaborative relationship with other agency programs and community providers; Provides outreach to and engagement of assigned clients to the ACT team in addition to case management; Demonstrates knowledge of agency policies, mental health treatment, agency supervisory and disciplinary practices; Oversee daily operations of ACT team including documentation, client outreach, and scheduling of client care; Gather and monitor service data regarding staff productivity and client face-to-face services in-line with ACT fidelity requirements; May provide clinical direct care duties as necessary.

**General Experience and Training:** One year of experience as a licensed clinical social worker.

**Special Experience and Training:** Incumbents in this class must possess and retain a license to practice clinical social work pursuant to Sec. 20-105 (m) through (r) of the Connecticut General Statutes. Incumbents in this class must possess and retain a valid driver's license and may be required to travel.

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

**Note:** Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

**Application Instructions:**

Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: CSWA applying to a CSWA posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**PLEASE SEND APPLICATIONS TO:**

Cindy Lukaszewicz, Human Resource Assistant  
Southeastern Mental Health Authority  
401 West Thames Street, Building 301, Norwich, CT 06360  
Phone: (860) 859-4651 / FAX: (860) 859-4792  
Email: [MHA-SMHA-RECRUIT@ct.gov](mailto:MHA-SMHA-RECRUIT@ct.gov)

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at [www.ct.gov/dmhas/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. **P-1**